

List of items to be Printed					QTY
S.No	Item	A/U	Qty		Yearly
1	Admission File Binding	Nos	4620	As per requirement	
2	Admission Form	Pad	66	-do-	
3	Anesthesia Record	Pad	152	-do-	
4	Blood donation Form	Pad	48	-do-	
5	Censer Register	Nos	4	-do-	
6	Consent Paper	Pad	26	-do-	
7	Credit Voucher (HIMS,P-100)	Pad	18	-do-	
8	Debit Voucher (HIMS,P-100)	Pad	55	-do-	
9	Description / Treatment	Pad	64	-do-	
10	Details of onuses	Pad	22	-do-	
11	Diabetic monitoring Chart	Pad	150	-do-	
12	Discharge Paper	Pad	123	-do-	
13	Envelop 10"x08" (X-ray dept)	PC	7540	-do-	
14	Envelop 12"x10" (X-ray dept)	PC	2640	-do-	
15	EYE OPD Register	Nos	4	-do-	
16	EYE OT Register Big	Nos	1	-do-	
17	Family Planning Register	Nos	4	-do-	
18	File Case Sheet	Nos	10560	-do-	
19	HCNPS (P-100)	Pad	7	-do-	
20	HCNPS (P-100)	Pad	11	-do-	
21	High Risk Form/consent	Pad	66	-do-	
22	Imaging service Requisition Form	Pad	26	-do-	
23	Indent Note Book	Pad	6	-do-	
24	Infect Out Put Chart	Pad	152	-do-	
25	Information about Patient	Pad	26	-do-	
26	Investigation Form	Pad	33	-do-	
27	IV Fluid Form	Pad	44	-do-	
28	Lab Investigation Form	Pad	35	-do-	
29	Lama Form	Pad	72	-do-	
30	Letter Head	Pad	7	-do-	
31	Medication Chart	Pad	7	-do-	
32	Nurses Note	Pad	143	-do-	
33	OPD Register (Medicine Dept)	Nos	7	-do-	
34	Operation Note	Pad	163	-do-	
35	OT Note	Pad	14	-do-	
36	Oxygen Chart	Pad	14	-do-	
37	Pre-operative Order	Pad	13	-do-	
38	Prescription Note	Pad	73	-do-	
39	Print Paper (ABG)	Pkt	2	-do-	
40	Print Paper (Deiri)	Pkt	2	-do-	
41	Printed bill induplicate	Roll	33	-do-	
42	Procedure Form	Pad	32	-do-	
43	Progress Note	Pad	33	-do-	
44	Treatment Chart	Pad	11	-do-	

MRD
 > Dauby may m
 > D, N.S.

gym
 18101.

Sr.
 Paper need
 from procurement
 dept on 17/01/25
 at 1435 hr

Ind
 21/12/24

Store to verify and
 complete by 17/01/25.
 AP
 10/01/25

Store i/c bl chuc

- items

- move

- obj

Endorse

addition, deletion, or
 modification

gym
 10101

S.No.	Item	A/U	Qty			
1	Progress Profile	Pad	15			
2	Nurse Daily Report	Pad	15			
3	Medication Chart	Pad	15			
4	Request for Admission	Pad	5			
5	Lab Investigations	Pad	2			
6	Nursing Supervisor / MOD Report	Pad	1			
7	Lama Audit Form	Pad	1			
8	Medico Legal Case Injury Report form	Pad	1			
9	Night Round Report : Senior ADM Staff	Pad	1			
10	CPR Reporting Form	Pad	1			
11	Transfusion Record	Pad	1			
12	Lama Consent Form	Pad	1			
13	Referral Form	Pad	12			
14	Blood/Blood Comonent Requisition Form	Pad	12			
15	Bundle Care - VAP	Pad	1			
16	Intake/Output Chart	Pad	15			
17	Vitals Parameters Monitorting Chart	Pad	15			
18	Bundle Care - CAUTI	Pad	1			
19	Bundle Care - SSI	Pad	1			
20	Bundle Care - CLABSI	Pad	1			
21	Admission Request and General Consent Form	Pad	1			
22	Patiens Details Form	Pad	10			
23	Consent For Receiveing Transfusion of Blood	Pad	1			
24	High Risk Consent	Pad	12			
25	Diabetic Monitoring Chart	Pad	6			

Dailysis Dept.						
26	Death Summary	-200 sheet	Pad	1		
27	Dialysis Machine Disinfection Record	//	Pad	1		
28	Dialysis Chart	//	Pad	1		
29	Immunization Schedule for People with Chronic	//	Pad	1		
30	Assessment Sheet	//	Pad	1		
31	Consent For Receiveing Transfusion of Blood	//	Pad	1		
32	Test Requisition form for Dual Marker	//	Pad	1		
33	Dept. of Orthopaedics Investigation check list	//	Pad	1		
34	Death Report	//	Pad	1		
35	Medical Certificate of Couse of Death	//	Pad	1		
36	Form F (Maintenance of Record in Respect)	//	Pad	1		
37	Dialysis Consent Form	//	Pad	1		
38	Dialysis Discharge Summary	//	Pad	1		

Handwritten signature
20/01/2015

Cath Lab / CTVS

39	Cath Lab - Pre-Intra & Post Procedure Monitoring	Pad	1			
40	Types of Anaesthesia : Local / General	Pad	1			
41	Central Line Procedure Note	Pad	1			
42	Nursing Handover	Pad	1			
43	Tracheostomy Procedure : Performance and Monitoring	Pad	1			
44	Cath Lab Flow Sheet Cath Lab Checklist	Pad	1			
45	Pre-Operative Check List	Pad	1			
46	Informed Consent for Anaesthesia	Pad	1			
47	Informed Consent for High Risk for Cardiac Surgery	Pad	1			
48	Consent For Receiveing Transfusion of Blood	Pad	1			
49	Informed Consent Form for Operative Procedure	Pad	1			
50	Operation Notes	Pad	1			
51	High Risk Consent	Pad	1			
52	Cath Lab form	Pad	1			
53	Informed Consent Form	Pad	1			
54	Cardio Thoracic Vascular Surgery (CTVS OT)	Pad	1			
55	Heritage IMS Hospital (Cath Lab & CTVS Chart)					

Samir
20/01/2025

S.No.	Item	A/U	Qty			
1	Master Register of Ward/ ICU	Nos	5			
2	Birth Register	Nos	2			
3	Operation Register	Nos	1			
4	Operation Register Surgery & Allied	Nos	2			
5	Medical Legal Case Injury Register	Nos	2			
6	Dead Body Handing / Taking Register	Nos	1			
7	Register Emergency Patients	Nos	2			
8	Register Immunology	Nos	1			
9	Register IPD/OPD	Nos	3			
10	Master Of NICU/PICU Register	Nos	1			
11	Register OT Surgery - Master Log Book Register	Nos	2			
12	Register Radiology CT/X-RAY/USG/MRI	Nos	3			
13	Reporting Error Register	Nos	1			
14	Re Do Register Repeat Procedure Cases Register	Nos	1			
15	Histopathology Register	Nos	1			
16	Sample Collection Register	Nos	1			
17	Complain Register for Maintenance BME/Repair	Nos	2			

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42	Procedure Form	Pad	32	-do-		
43	Progress Note	Pad	33	-do-		
44	Treatment Chart	Pad	111	-do-		

MRD
 > On duty mayn
 > D, N.S.
 18/01.

Store i/c b1 chuc

- items
 - make

- obj

Endorse

addition, deletion, or modification

Store to verify and
 complete by 17/01/25
 AP=

10/01/25

ajm

10/01/25

45	USG Register	Nos	4	AS for Dept Required		
46	Vital Chart	Pad	81	- do -	-	

IT/

List of Electronics Item

S.No	Item	A/U	Qty
1	Blower	Nos	9
2	Cartridge	Nos	41
3	Computer Comp Set	Set	6
4	Deep Freezer (20 Degree)	Nos	2
5	D-Link 8Port	Nos	6
6	Extension Board	Nos	6
7	Fridge	Nos	3
8	HP Ledger Jet 1020	Nos	9
9	I.O. Box R.J.45	Nos	11
10	I.O.Box R.J.11	Nos	11
11	O. H. P.	Nos	2
12	Pen Drive	Nos	8
13	Portable Hard Disk 1 TB	Nos	1
14	Printer	Nos	2
15	Printer Color Ink (T6642,6643,6644 & 6645	Set	3
16	R.J.45 Connector	Nos	110
17	Toner (Ricoh)	Nos	15
18	TV & DVD Player	Nos	2
19	UPS	Nos	2
20	USB Key Board	Nos	11
21	USB Mouse	Nos	11
22	Wi, Fi Router	Nos	6

As per Dept Requirement
Make/Model & quality of
Product. by IT Dept

Discussion with IT Dept.

Wrt / Paper handover to IT for
item necessity / checking

(Manager)

List of Items for Gas Plant			
S.No	Item	A/U	Qty
1	Nitrous 'A' Type Cylinder	Nos	22
2	Nitrous Oxide 'D' Type Cylinder	Nos	9
3	Oxygen 'A' Type Cylinder	Nos	66
4	Oxygen 'D' Type Cylinder	Nos	1320
5	Washer	Nos	66

As per dept Regd

Discussion with Gasplant.

Paper handed over to Gasplant Th (Mr. Sumit)
for rectifying / checking

List of Laundry Items			
S.No	Item	A/U	Qty
1	3002 Max Kren (For Boiler)	Ltrs	198
2	9001 Chemical (For RO)	Ltrs	198
3	Break Oil /Gear Oil	Ltrs	3
4	Champion Sheet 5mm	Kgs	11
5	Diesel (DHSD)	Ltrs	19800
6	Diesel Filter (1Ltr)	Nos	1
7	Engine Oil (Castrol)	Ltrs	11
8	Falter RO Machine	Nox	13
9	Gate Value Brass	Nos	6
10	Nozzle 7.5x45	Nos	1
11	Salt TATA	Kgs	110
12	Tejab	Ltrs	28
13	Trap Value Brass	Nos	3
14	Wall Set Assembly	Nos	13
15	White Powder (Wax Powder)	Kgs	6

As per Dept. Requirement

Discussion with Laundry Dept.
 Paper handover to laundry
 Dept for item security
 checks.

HO
 27/12/2019

Pharmacy

List of Lenin				Use and Through		
S.No	Item	A/U	Qty			
1	Apron Plastic(Surgery)	Nos	13	✓		
2	Cap	Nos	1320	Pharmacy		
3	Face Mask	Nos	66	Pharmacy		
4	Gauge cloth	Pack	13	✓		
5	Gown	Nos	17	✓	Super market	
6	Green Gown	Nos	6	✓	Pharmacy	
7	Head Cap	Nos	33	Pharmacy		
8	Male Gown	Nos	33	✓		
9	Male Gown	Nos	33	✓		
10	Mask	Nos	1320	Pharmacy		
11	Mouth Gauge	Nos	2	Pharmacy		
12	Pink Gown	Nos	13	✓		
13	Shoes Cover cloth	Nos	22	Pharmacy		
14	Sponge Cloth	Nos	7	Pharmacy		

List of Lenin							
S.No	Item	A/U	Qty				
1	Baby Frock & Nappies	Nos	55	Pharmacy			
2	Bed Sheet	Nos	161	✓			
3	Blanket Hosp	Nos	11	✓			
4	Cut Sheet Green	Nos	50	✓			
5	Green Sheet	Nos	134	✓			
6	P/Cover	Nos	92	✓			
7	P/Kapok	Nos	42	✓			
8	Shirt/Trouser Green OT Dress	Pair	10	✓			
9	Shirt/Trouser Blue Dress	Pair	10	✓			
10	Shirt/Trouser Pink Dress	Pair	10	✓			
11	Towel Large	Nos	12	✓			
12	Towel Small	Nos	193	✓			
13	Staff Nurse 1 Apron an Tech catheter tubing	Pair	50				

Color: pink, orange, blue P/M

hospital color

* Sample available by store
(Sample selected by
Commonwealth Group)

List of Furnitures			
S.No	Item	A/U	Qty
1	Almirah (Godrey/Triveni)	Nos	4
2	Almirah Large -do-	Nos	8
3	Book Self -do-	Nos	2
4	Book Trolley -do-	Nos	2
5	Chair Faculty (Godrey)	Nos	3
6	Desk Calendar -do-	Nos	7
7	File Cabinet -do-	Nos	2
8	Iron /Steel Rack (Local Make)	Nos	24
9	Patient waiting Chair (Godrey)	Nos	7
10	Plastic Cushion Chair (Suprem)	Nos	22
11	Three Seater Bench (Local Make)	Nos	8

Please write specifications.

AP:
10/01/25

Sr. Specification required by deptt. superintendent.

for
10/01/2025